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OTE 86-5599

8 JAN 1986

MEMORANDUM FOR: Chief, Employee Services Division,  
Contracts and Allowances Branch, OP

THROUGH: Office of Personnel, OP/P&CMS

FROM: [REDACTED]  
Director of Training and Education

SUBJECT: Contract Amendment - [REDACTED]  
Independent Contractor

1. It is requested that [REDACTED] independent contract be amended to authorize his utilization by the Office of Training and Education(OTE) in addition to the services he performs for the Office of Personnel (OP).

3. OTE also requests that a clause be approved which grants OTE exclusive authority to approve any and all requests to use Mr. [REDACTED] services to conduct or assist in any training-related activity. The purpose of this clause is to help ensure OTE's control over the content, quality, and cost-effectiveness of Agency-wide training.

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25X1 SUBJECT: Contract Amendment -   
Independent Contractor

CONCUR:

\_\_\_\_\_  
Director of Personnel

\_\_\_\_\_  
Date

APPROVED:

\_\_\_\_\_  
Chief, Employee Services Division

\_\_\_\_\_  
Date

Distribution:

Original 1 - Addressee

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